

Addictive and Mental Disorders Division
December 2008

Work Group Policy Statement

- Each work group will have an identifiable purpose and priority(s).
- The work group is time-limited and will have accomplished its intended function. This will be evidenced by completion of the action plan as indicated from the Work Group Report.
- Meetings of the Work Group should be dedicated to establishing an action plan with goals and objectives, a timeline, projected completion date(s) and incorporate the utilization of evidenced based practices to accomplish the plan when possible and appropriate. Action plans and summaries are to be submitted to the Co-Occurring Strategy Team (COST) via the Work Group Report.
- Work Groups are to meet on a regularly scheduled basis to work on their action plans until completed. The summary of the reporting period will be documented on the Work Group Report form.
- Work Groups will have an established chairperson who is responsible for organizing the committee, moving its action plan forward and being the liaison with the Co-Occurring Strategy Team.
- Communication with the Co-Occurring Strategy Team will be documented on the Work Group Report form, but may also be mutual verbal communication with written documentation to follow.

People of Montana with co-occurring disorders will be welcomed into an accessible, comprehensive, compassionate service system that is focused on prevention and recovery.

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